

## MANSFIELD PUBLIC SCHOOLS SUPERINTENDENT SEARCH - 2015

**TO:** All Faculty and Staff in the Mansfield Public Schools  
Parents of Students in the Mansfield Public Schools  
Citizens of Mansfield

**FROM:** Randall Walikonis, Board of Education Chairman  
Mansfield Public Schools Superintendent Search Committee Members

**RE:** Invitation to Participate in the Superintendent Search Focus Group Meetings and Online Survey

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The Mansfield Superintendent Search Committee (Board of Education) is conducting a search for a new superintendent who is expected to assume leadership of the Mansfield Public Schools effective in the summer of 2015. The press release you are receiving concurrently with this memo announces the commencement of the superintendent search. To that end, the Board of Education has contracted for executive search services with Cooperative Educational Services (C.E.S.) for assistance with the search. Our search consultant, Dr. H. Kaye Griffin, will assist us in collecting data in the school community and throughout the search process.

An important component of the superintendent search process includes collecting input from all stakeholders in the school community regarding desired leadership attributes and personal characteristics of the new superintendent. The Board of Education is interested in hearing from all Mansfield administrators, teachers and other certified staff, support staff, non-certified staff, students, parents, community leaders and citizens-at-large. We invite you to provide the Search Committee information that we will use as we proceed through the superintendent search process.

Our search consultant will facilitate several focus group meetings and administer an online survey via the district website to help us collect information from our constituents. The online survey will be active on the district website from **April 6 – April 24**. The focus groups meetings will be scheduled for the **week of April 27**. Please check the district website for a schedule of focus group meeting times, locations, and target audiences to be posted soon. Participation in both the online survey and focus group meetings is strictly voluntary.

Additionally, you are invited to visit the school district's website and follow the special links on the homepage that connect you with more information about the superintendent search. A special link to the online survey will be available on the website on April 6. The link connects to the electronic survey which resides on a secure server at the C.E.S. headquarters in Trumbull, CT.

The Mansfield Superintendent Search Committee is inviting **YOU** to participate in these important information collecting initiatives. As stated above, the data collected will be used to assist the Superintendent Search Committee in their efforts to develop a profile of leadership attributes and personal characteristics that will be used for screening candidate applications and structuring interviews with candidates.

Each person's input is of great value to the Superintendent Search Committee. The information collected will be shared in a special comprehensive report to be posted on the district website. All survey responses and focus group comments will be **anonymous** and the names of participants will not be known to the Superintendent Search Committee. Please know in advance that your participation in a focus group meeting and the online survey is greatly appreciated!

Thank you!